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A HANDBOOK OF  
STATE AND FEDERAL GRANT PROGRAMS  
FOR  
MASSACHUSETTS SCHOOLS

GOVERNMENT DOCUMENTS  
COLLECTION

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COMMONWEALTH of MASSACHUSETTS  
DEPARTMENT of Education

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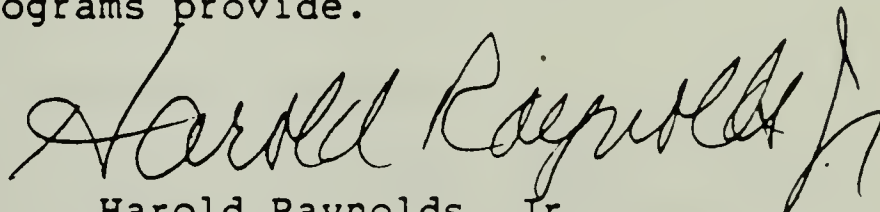
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Publication #14740 Approved by Daniel D. Carter, *State Purchasing Agent*.



## PREFACE

In addition to basic state aid provided to each city and town under Chapter 70 each year, the Commonwealth offers a wide range of federally and state-funded grant programs designed to improve elementary, secondary, and adult education. The purpose of this handbook is to make information on these programs so widely available that no school misses an opportunity from lack of knowledge. The Department of Education will provide advice and assistance to school personnel interested in applying for any of the grants listed in this Handbook. I urge you to take advantage of the opportunities these programs provide.

A handwritten signature in dark ink, reading "Harold Raynolds, Jr.", with a stylized flourish at the end.

Harold Raynolds, Jr.  
Commissioner

## NOTE

Laws, regulations, and funding amounts change annually. While every attempt has been made to ensure that the information in this handbook was accurate at the time it went to press, there is no guarantee it will be accurate a year, or even six months, later. Please check with the Department before completing an application.



## INTRODUCTION

This program directory is principally intended as a resource guide for principals and teachers in schools around the state. The Department of Education realizes that information about the resources that the Department provides often does not get through to individual schools and classrooms. With the passage of the Public School Improvement Act of 1985, also known as Chapter 188, this lack of communication has become acute. Most of the grant programs included in Chapter 188 demand a great deal of local initiative. We hope that the information provided in this directory will enable teachers and principals to take that initiative, not only applying for Chapter 188 grants, but in taking full advantage of the resources that the Department and its six Regional Education Centers have to offer.

### How To Use This Directory

This directory is designed for quick reference, rather than as a continuous narrative. A cross referenced table of contents is provided. The programs are presented in two sections. The first section describes those programs which serve a specific purpose for the entire school population. For example, the Chapter 636 programs supporting race desegregation are included in this section because they provide equal educational opportunities for all students. Within this Section programs are arranged by purpose under four separate headings.

The second section describes those programs which provide for general education of a specific population of children. Thus, the Chapter 188 Early Childhood Grants belong within this section. Programs in this section are arranged by population under six different headings.

Cross references are provided where programs serve a population which comes under two or more different headings, or where a program has different components which belong under different headings. In addition, a complete list of the Chapter 188 programs is provided under the school improvement heading, although some of these programs are described elsewhere.



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## Section I

### Programs Serving a Specific Purpose for Students and Teachers in General

#### I,A: EQUAL EDUCATIONAL OPPORTUNITY

(Note: Almost all state and federal grant programs are designed to promote equal educational opportunity or include an EEO component. See especially the following other sections of this Handbook: Bilingual Education, Special Education, Occupational Education, Early Childhood Education and Education of Disadvantaged Children.)





## Chapter 636 and Related Technical Assistance Programs

**Purpose:** Chapter 636 of the Acts of 1974 established state financial support for the desegregation of Massachusetts schools. These funds, available under five programs described below, are to be used to meet educational needs arising in school districts that are desegregating, either voluntarily or under court order. Of particular importance are programs which seem to further the goals of "integrated education" by improving the quality of education in integrated classrooms, and by providing opportunities for a cross-cultural interaction that would not normally take place within regular schools.

Funds may be used only for programs which are supplementary to services normally provided by public schools. Funds may not be used to supplant educational services provided by the applicant school district, or to support activities which would be funded from other state or federal sources.

In addition to the grant programs described below, there are three technical assistance programs which support the integration of Massachusetts schools, funded with federal funds under Title IV of the Civil Rights Act. The first program, entitled race desegregation assistance, provides technical assistance and training to school districts implementing desegregation plans either in compliance with a court order or to avoid a possible court order. The second program assists school districts in complying with state and federal bilingual education requirements. The third technical assistance program is intended to ensure that schools are in compliance with Chapter 622 of the Acts of 1971. Chapter 622 requires that the right of access to the public schools of the Commonwealth and the equal enjoyment of the opportunities, advantages, privileges, and courses of study at such schools be provided without regard to race, color, sex, religion or national origin. The regulations further require active efforts on the part of school committees and administrators to eliminate discrimination within their schools.

For further general information on Chapter 636 and associated grant programs, contact Charles Glenn at 770-7530.

## Equal Education Improvement Funds

**Purpose:** An Equal Education Improvement Fund will be established in each district which has a race desegregation plan approved by the state Board of Education. The money in this fund must be used to improve the quality of education in the district, subject to the Board's funding priorities as follows:

- 1) Desegregation Compliance and Support - this priority must be addressed before subjects serving any other priority may be funded.
- 2) Special integration programs fostering positive interaction among student, school personnel, and parents of different racial and ethnic backgrounds and enhancing multicultural understanding and appreciation.
- 3) Programs that extend integration by bringing together limited English proficient students with English proficient students for activities which promote positive interaction and intercultural understanding.
- 4) Career Education Programs which support integration by providing equal access for students in all grade levels, and which are not limited by occupational stereotypes based on sex and race.
- 5) Programs that are designed to further equal educational opportunity by working toward parity in academic achievement levels among students subject to desegregation.

**Eligibility:** Every school district which is implementing a racial balance plan will be eligible to receive money in an Equal Education Improvement Fund.

**Allocation of Funds:** Each desegregating district will receive a share of funds proportionate to the number of students who are reassigned for the purposes of desegregation.

**How to Apply:** All program activities should be planned and developed with the involvement of all interested school personnel, parents, and high school students. In addition universities/colleges, cultural institutions, businesses and community agencies may be asked to collaborate in planning and implementing program activities. A proposal abstract must be submitted as the first step of proposal development. Only project proposals which have been approved may be funded with Equal Education Improvement Funds.

**Funding/Deadline:** \$9.6 million is expected to be available in FY '88. Proposal development workshops are held in January and proposal abstracts are due by the end of January.

For further information contact Doreen Wilkinson at 770-7556 (Boston programs) and Michael Alves at 770-7530 (other cities.)



## **Magnet School and Magnet Education Program**

**Purpose:** This program supports the development and operation of full-time magnet schools and part-time magnet education programs. A magnet school is a racially balanced (30% 50% minority) public school or part thereof, that attracts pupils on a voluntary basis from outside the residential district in which it is located for the purpose of reducing or eliminating racial imbalance or racial isolation. Such a school attracts students because of the unique or innovative characteristics of the program or activities offered, the staff, the available resources, the curriculum, or other dimensions of the overall educational experience.

A magnet education program is an educational collaboration between two or more schools of significantly different racial/ethnic composition which brings representative groups of students from each school together in a racially balanced educational experience. These programs may take place at one of the participating schools or in another facility. For example, a suburban school and an urban school might design a non-stereotyping career education program incorporating student visits to each others' schools to hear parents describe their work in various fields.

**Eligibility:** School districts operating magnet schools under a state-approved racial balance plan are eligible to receive operating funds to cover the per pupil costs of such schools over and above the average per pupil expenditure for other schools in the district. These supplemental costs may not exceed \$300 per pupil served. School districts intending to establish a magnet school or to achieve racial balance in an existing magnet school are eligible to apply for funds for magnet school development. School districts offering or developing magnet education programs are eligible for funds for program operations.

**Allocation of Funds:** Grants will be made on a competitive basis for the purposes outlined above.

**How to Apply:** Interested school districts should contact the Department of Education, and submit a brief description of the proposed project. Proposal workshops will be held and technical assistance will be available on request prior to the deadline for submitting proposals to the department.

**Funding:** \$4.6 million is expected to be available for magnet schools and \$480,000 for magnet programs in FY '88.

For information on magnet schools, contact Michael Alves at 770-7530. For information on part-time magnet programs, contact Doreen Wilkinson at 770-7556.

## Transportation Reimbursement

**Purpose:** The state will reimburse cities and towns for the costs incurred while transporting students for the purpose of eliminating racial imbalance.

**Eligibility:** The cities and towns which appropriate funds for any school district transporting students as part of a racial balance plan will be eligible for reimbursement. Reimbursement will be limited to the costs of transporting only those students whose transfers are required by the plan.

**Allocation of Funds:** Cities and towns will be reimbursed for 100% of such transportation costs, subject to legislative appropriation.

**How to Apply:** Cities and towns, once they have received approval of transportation projects included in their racial balance plans, should apply for reimbursement under the annual Cherry Sheet process.

For further information contact Doreen Wilkinson at 770-7556 or Charles Glenn at 770-7530.

**NOTE:** The legislation currently covers only school systems primarily reducing isolation of "non-white" students (Boston, Cambridge, Medford, New Bedford, Springfield.) Systems concerned primarily with the isolation of Hispanic students are not presently eligible. The Board is supporting an amendment to extend eligibility to those districts.



## Urban/Suburban Transfers (METCO Program)

**Purpose:** Funds are provided by the state for the transfer of minority students from urban school districts to suburban school districts for the purpose of reducing or eliminating racial imbalance. The addition of minority students helps to reduce racial isolation in suburban school districts.

**Eligibility:** The school committee of any city or town or any regional school district may adopt a plan for attendance at its schools by any child who resides in another city, town, or regional school district in which racial imbalance exists in a public school. Such a plan shall be filed with the Board of Education for adoption by the Board. Participation in the program is voluntary, both on the part of the receiving school district (suburban), and families that enroll their children in the program from the sending school district (urban.) There are thirty-seven suburban school districts presently participating in the program. Children from the cities of Boston and Springfield are being transported to the receiving suburban school districts.

**Allocation of Funds:** The receiving school district is reimbursed for its instructional costs, special education costs, and transportation costs related to educating each non-resident child from the sending school district. In addition, an allocation of not more than 12 1/2% of non-transportation costs is set aside for payments to a provider agency for recruitment and placement of students, for certain supportive services for participating students, for the dissemination of information to families of participating students and for the setting up of bus routes and the development of bus schedules.

**How to Apply:** Due to the limitations of funding, the Department of Education does not anticipate expanding the program in the near future to include any more school districts. Parents from Boston who are interested in enrolling should contact: METCO Inc., 55 Dimmock St., Roxbury MA, 02119 (427-1545.) Parents from Springfield should contact the Springfield School Department, 195 State St., Springfield MA, 01103 (413/787-7087.)

**Funding:** The program has an anticipated appropriation of \$13 million in FY '88.

For further information contact Doreen Wilkinson at 770-7556.



## Emergency Newcomers Grant Program

**Purpose:** This program provides emergency grants to school districts to cover the costs of providing for the educational needs of a rapid increase in the enrollment of children of limited English-speaking ability. Grants under this program may be used to provide instructional services to newly arrived linguistic minority students. Such services may include the salaries of bilingual teachers and teachers of English as a Second Language, and the provision of guidance counseling in the native language, where possible, and other support services. Grants may also be used for home liason staff and translators to improve communication with parents.

**Eligibility:** A district will be eligible to receive assistance if it has experienced a rapid increase in the enrollment of children of limited English speaking ability. A rapid increase is defined as amounting to 30 or more students of all language groups combined, measured from October 1 to October 1.

**Allocation of Funds:** Grants will be awarded in three phases of the school year. In September 30% of the funds appropriated will be awarded on the basis of the estimated need for assistance reported by school districts.

The final 70% of the funds will be granted between November and April on the basis of rapid enrollment increases which occur during the school year, unusual costs related to the education of limited English-speaking students, and the financial situation of school systems which are experiencing rapid enrollment increases.

Not more than 25% of the amount distributed under this program may be awarded to any one school district.

**How to Apply:** School superintendents will be informed each year of the application procedures and the availability of funds.

For further information contact Maureen Wark at 770-7534 or the Director of the appropriate Department of Education Regional Center.

I, B: HEALTH AND NUTRITIONAL EDUCATION PROGRAMS





**Nutrition Education and Training Program  
(NETP)**

**Purpose:** This program is designed to promote nutrition education among students, food service personnel, and teachers. It supports inservice education in nutrition for teachers and food service staff and on site nutrition education courses for credit. The nutrition education staff provides technical assistance and in addition to grants conducts presentations and workshops free of charge for the population listed above.

**Eligibility:** All public and nonprofit private schools or agencies eligible to participate in Child Nutrition Programs may apply. These include schools, child care centers, and residential and nonresidential child care institutions.

**Funding:** If NETP is funded for FY 1988, three types of discretionary grants may be offered. They will be awarded on a competitive basis. Approximately \$41,000 will be available for Nutrition Education grants in FY'88. Applications will be due to the regional centers no later than January 29, 1988 for programs for the 1988-89 school year.

**How to Apply:** Eligible organizations will receive requests for proposals in Mid-November. Applications may be obtained from the Bureau of Nutrition Specialist at the appropriate Department of Education Regional center. Applications must be submitted to the regional center.

For further information contact Sharon Perfetti or Sarah Scully at 770-7254. —

## Comprehensive Health Education and Human Services

**Purpose:** This program is designed to promote comprehensive health education, human services, school counseling and psychological services in grades PK-12. The program encourages planning and coordination of health education activities by local districts, development and/or review of policies and protocols for the identification of students at-risk of health problems, the coordination of schools with local human service agencies for the provision of services to students and/or families. Funding will support the development or expansion of programs and inservice education programs in FY '88.

**Eligibility:** All Massachusetts Schools

**Allocation of Funds:** Two types of funds are available under this program:

- 1) Grants for inservice education for up to \$3,000 will be available to improve instruction and/or services for comprehensive health education and human services. The Commonwealth Inservice Institute staff in the regional education centers will accept applications for these grants until funding is depleted.
- 2) Discretionary grants for planning of comprehensive health education and human services in grades PreK-12. Applications for these grants are available in regional centers after November. Regional workshops will be held in each regional center during the fall. Workshops notices have been sent to all school superintendents and school committee chairpersons. Proposals are due in regional centers in January.

For further information contact Cheryl Haug-Simons, Tim Dunn or Louise Simmons at 770-7580.

I, C: PROFESSIONAL DEVELOPMENT PROGRAMS

(See also Section I, D: School Improvement Programs  
and Section II, D: Special Education Programs)





## **E.E.S.A., Chapter 6, Title II**

**Purpose:** This federal program is designed to improve the quality of teaching and instruction in the areas of mathematics, science, foreign languages and computer learning. To this end Federal Funds are available to the states to improve the skills of teachers in these areas, and to upgrade materials and equipment used in math and science classes. In addition, the state offers a discretionary grant program designed to encourage the statewide adoption of particularly effective educational programs.

**Eligibility:** Every district in the state is eligible to receive Title II funds. Of the funds available to local districts, half will be distributed based on each district's relative number of poor children. Each district is also eligible to submit proposals for exemplary program grants.

**Allocation of Funds:** 30% of the Title II funds received by Massachusetts are reserved for higher education programs providing teacher training and inservice education. An additional 50% of the funds are distributed to school districts for local inservice training and for the purchase of equipment and materials. The remaining 20% are used by the state for various programs including the exemplary program discretionary grants, and for administration.

**How to Apply:** Funds are distributed to school districts each year subject to federal allocations. Particularly effective educational programs should be brought to the attention of the district superintendent for nomination by the school committee to the Title II Exemplary Program Advisory Council.

**Funding:** Massachusetts' share of Title II funds totalled \$1,981,905 for FY'86 and \$828,766 for FY'87. The anticipated appropriation for FY '88 is \$1,585,524. Nominations and applications for Exemplary Program grants will be accepted on an on-going basis.

For further information contact John Reynolds at 727-7166.

## Commonwealth Inservice Institute

**Purpose:** The Commonwealth Inservice Institute funds training programs which are designed by school staff to improve classroom instruction or educational services. The Institute will pay consulting fees and travel expenses for individuals whose expertise is crucial to the success of a given program. The Institute will also provide funds for instructional materials for inservice programs. Programs may focus on various objectives, including strengthening teaching skills, expanding the knowledge of teachers in higher level subjects, and addressing areas of special concern, such as racial awareness and equity. One past program provided teachers with an in depth understanding of linear algebra so that the subject could be included in the school's math curriculum. Another program taught science teachers how to use innovative software to enrich their students' laboratory experiences.

**Eligibility:** A typical eligible group would consist of most of the teachers in a particular building, or at a particular grade level, or in a single department. Administrators, specialists, parents, and members of the community are also eligible. In general a group should include most of the staff who will be directly affected by the changes that the program is designed to bring about and all of the staff whose active support is needed to make these changes. The school system must commit itself to incorporating the changes into everyday practice, and participation by staff must be voluntary.

**Allocation of Funds:** The Institute receives funding from state and federal sources and has established three funding priorities: Achieving equity in education, improving the secondary curriculum, and increasing the skills of principals and other supervisory personnel. Funds are also available for programs designed to meet local needs and for programs in specialized areas such as adult education, special education, and occupational education.

**How to Apply:** The Institute operates through the Department of Education's regional centers. A group that is interested in applying for funds, and which meets the eligibility requirements, should call the Institute staff member in the appropriate region. This staff member will help the group draft a simple proposal called a letter of agreement and if requested will give the group names of consultants with a demonstrated competence in the appropriate field. Once the program has begun, the Institute can offer a limited amount of assistance in solving unforeseen problems, but for the most part the participants are responsible for their own program.



**Funding:** The Institute projects a total budget of \$1.3 million in FY'88. Programs will be funded on an ongoing basis.

For further information contact Patricia Brown or Pam Spagnoli at 770-7569 or the appropriate Regional Education Center.

## Commonwealth Leadership Academy

**Purpose:** The purpose of the Leadership Academy is to support principals and other supervisory personnel in their role as educational leaders. Primary goals of the Academy are the improvement of instruction through strong leadership at the local school building level and the improvement of management practices throughout school systems.

**Eligibility:** Principals, assistant principals, superintendents, department chairpersons, other supervisory personnel, and mixed teams of teachers and administrators as appropriate to achieve program goals are eligible for Academy programs.

**Allocation of Funds:** The academy will offer various programs, three of which are described below:

- 1) Year-long leadership institutes will serve groups of about 25 administrators. The institutes, which will include intensive summer training, will provide administrators with an opportunity to reflect on their roles as educational leaders, to learn new skills, and to apply their learning on the job with the support of peer coaches.
- 2) Leadership seminars will be offered through the Commonwealth Inservice Institute. These will bring educators together to design their own training programs to meet particular needs.
- 3) A small number of full and part time fellowships will be granted each year. These will provide administrators with the opportunity to gain a statewide perspective on education and to develop skills in providing assistance to their peers.

**How to Apply:** School administrators are sent applications for the leadership institutes in January. Applications for the fellowships are available in December of the year preceding the school year in which they are funded. Leadership seminars are funded on a continuous basis, and school personnel interested in organizing a seminar should contact the Commonwealth Inservice Institute representative in the appropriate Department of Education Regional Center.

**Funding:** The expected appropriation is \$250,000 in FY'88 for the operation of the Commonwealth Leadership Academy.

For further information contact Patricia P. Brown at 770-7569.

I, D: SCHOOL IMPROVEMENT PROGRAMS

(See also Section I, C: Professional Development Programs)





## Chapter 2 Federal Block Grant Program

**Purpose:** This program represents the consolidation of approximately 30 categorical programs providing federal support for elementary and secondary education (e.g., programs supporting educational innovation, desegregation, and basic schools development). The funds may be used for the purposes of any of the consolidated programs, giving school districts a great deal of discretion to use these funds to meet local needs and priorities.

**Eligibility** All public and private schools are eligible to receive these funds.

**Allocation of Funds:** Of the money available to school districts, 40% will be distributed based on the proportion of school children grades K-12 that are enrolled within public or private schools within each district. The other 60% of the funding will be distributed based on the number of children in families receiving AFDC residing within each district, and will be received by districts in which 5% of their enrollment is so eligible.

**How to Apply:** Representatives from each district will be invited to attend a regional workshop, at which they will receive applications which include information on the size of the grant that each district is eligible to receive.

**Funding:** The anticipated appropriation for Massachusetts in FY'88 is \$8 million. The regional workshops will be held in early April, and applications are due the first week of June.

For further information contact Raymond Gehling at 727-1346.

## Federal Impact Aid Program

**Purpose:** This program is intended to compensate school districts for the education of children who reside in the district because of federal programs and services.

**Eligibility:** There are two categories of eligible children: category a) children who live and whose parents work on federal property, or are on active military duty, and category b) children who live or whose parents live on federal property or are on active military duty. Federal property includes federally subsidized low rent housing. For a district to receive funds, 3% of its total enrollment must be eligible.

**Allocation of Funds:** A district will receive funds based on the proportion of children eligible nationwide that it enrolls. Separate funds are established to reimburse districts for serving children in each of the two categories, with category a children receiving more funds. Impact aid may be used to cover the costs of any general education services, but may not be used for capital expenditures.

**How to Apply:** Districts must document the number of eligible students that they enroll, and complete an application. Completed applications should be forwarded to the appropriate Regional Education Centers.

**Funding/Deadline:** The program received funding of approximately \$11.0 million in FY '87. The same amount is anticipated for FY '88. Applications for grants are due in January.

For further information contact Jim Anderson at 727-0600.

## Robert C. Byrd Honors Scholarship Program

**Purpose:** The purpose of the Robert C. Byrd Honors Scholarship Program is to promote student excellence and achievement and to recognize exceptionally able students who show promise of continued excellence. These Guidelines are adopted by the Board of Education in accordance with Title IV, Part A, Subpart 6 of the Higher Education Act of 1965, as amended October 1986.

**Eligibility:** Any high school senior who is a resident of Massachusetts for at least one year prior to the opening day of the academic year he/she will enter college; who will graduate from high school or have the equivalent of a certificate of graduation; who has been accepted for enrollment at an institution of higher education; and who meets the following selection criteria.

- A. Candidates must have earned a cumulative high school grade point average of at least 3.5 out of a possible 4.0 or 87.5 out of a possible 100, or be ranked in the top 5% of their class academically.
- B. Candidates must have demonstrated leadership in the school community; and excellence in one or more extra-curricular activities, including but not limited to the arts, athletics, student government, community service, on-the-job training activities, and/or after-school employment opportunities.
- C. Candidates must be recommended by a committee representative of the racial and ethnic diversity of the school and community; by their high school principal; and by two teachers or one teacher and one guidance counselor. Two letters of recommendation specifically addressing the candidate's academic achievement, leadership, special talents, and reasons to believe this level of excellence will continue must accompany each application. Candidates must complete the appropriate application.

**Allocation of Funds:** Ten scholarships for each of the eleven congressional districts will be awarded. These ten individuals will be selected from among the residents of each of the eleven districts.

**How to Apply:** Contact your local principal.

**Funding:** Each award will be \$1,500 and is for the first year of higher education only. A total of 110 awards will be disbursed annually. The program is authorized to be appropriated for five fiscal years beginning in 1987.

For further information, contact Marylou Anderson, 770-7596.



## School Improvement Fund

**Purpose:** This fund will allow School Improvement Councils within each school building to improve the education offered by their schools. A council may use the funds for a variety of purposes, for instance to organize innovative or alternative educational programs, to purchase instructional equipment, or to encourage parental and community involvement in the school. These funds may not be used for current costs normally supported by regular school committee appropriations.

**Eligibility:** Any school which has organized a School Improvement Council will be eligible to receive funds. A council should be composed of the school's principal, a representative number of teachers and parents, and high school students are also eligible members. of pupils in the school, and one other person. Funds will be distributed to all councils in public schools which have pupils in grades Kindergarten through twelve.

**Allocation of Funds:** Each school council will receive \$10 per pupil enrolled in grades K-12. The councils may then decide how to spend this money subject to school committee veto.

**How to Apply:** Once the superintendent certifies to the Department of Education that a properly composed council is in place in that school, that council will receive its grant.

**Funding:** \$8.3 million has been appropriated for the school improvement fund in FY'88. Funds will be released as soon as a council is in place.

For further information contact Thomas Collins at 770-7203.



## Equal Educational Opportunity Grant

**Purpose:** These grants are intended to increase per pupil expenditures in districts where these expenditures fall below 85% of the statewide average. Schools can use the grants to increase spending on direct services - i.e., instruction, attendance, health, fixed charges, and food services.

**Eligibility:** Every school district in the state is eligible to receive the grant provided that its per pupil expenditures fall below the 85% threshold and provided that both the school committee and the local appropriating body vote by majority to accept the grant. A district which accepts the grant must demonstrate maintenance of effort by increasing its direct per pupil expenditures by either at least 2.5% or by one third of the difference between the district's current per pupil cost and the 85% threshold, whichever is less.

**Allocation of Funds:** The spending gap between a district's expenditures and the 85% threshold will be divided into six equal parts. Each year the school committee will receive a grant sufficient to close this gap by an additional one sixth. Thus the gap will progressively close over six years.

**How to Apply:** The Department of Education will calculate the grants based on the End of Year School Reports and other reports submitted to the Department of Revenue. Schools which have accepted the grants must file an application with the Commissioner of Education.

**Funding:** The state legislature is expected to appropriate \$84.7 million for Equal Educational Opportunity grants in FY'88. The grants will be distributed to eligible districts as soon as they have accepted the provisions of the grant.

For further information contact Tom Collins at 770-7203.

## Professional Development Grants

**Purpose:** These grants will provide increased compensation to teachers. The form of this compensation must be agreed to through collective bargaining. Examples of compensation include bonuses, inservice education programs, and professional development followships.

**Eligibility:** Every school district in the state is eligible to receive funds, but the grants must be accepted by a majority vote of both the school committee and the local appropriating body.

**Allocation of Funds:** Grants will be distributed by the Department of Education in proportion to the number of pupils enrolled in each district.

**How to Apply:** School districts must submit the October 1 Individual School Report, which will be the basis for distributing funds. They must also vote to accept the grants as outlined above.

**Funding:** \$11.4 million is expected to be available for Professional Development Grants in FY'88 to be distributed on August 15, 1987.

For further information contact Thomas Collins at 770-7203.

## Horace Mann Teacher Grants

**Purpose:** These grants will be awarded to compensate teachers who take on expanded responsibilities within their schools or districts. Such responsibilities include teacher training, curriculum development, and dropout prevention.

**Eligibility:** To be designated a Horace Mann Teacher, a teacher must hold appropriate Massachusetts Certification, and must have been employed in the same school district for the year prior to the award. No teachers may receive an award for more than two consecutive years. The school committee, in order to receive grants, must enter into a collective bargaining agreement with teachers establishing selection procedures and grant levels for Horace Mann awards.

**Allocation of Funds:** Each participating school district will receive a grant equal to \$120 multiplied by the number of teachers in the district. The maximum award for an individual Horace Mann Teacher is \$2,500.

**How to Apply:** Before the beginning of each school year, school committees must submit to the Department of Education the names of Horace Mann designees and the amounts of individual grants to be funded by the Commonwealth. During the course of the school year, school committees must submit descriptions of the roles of their Horace Mann Teachers to the Department of Education.

**Funding:** \$7.4 million is the anticipated FY'88 appropriation for Horace Mann Teacher Awards.

For further information contact Suzanne Pafiolis at 770-7406.



## Essential Skills Discretionary Grant Program

The Essential Skills Program provides grants to school districts for two different types of programs. 75% of the grant money is reserved for basic skills remediation programs, and 25% is reserved for dropout prevention programs. The two types of grants are described separately below:

### Dropout Prevention Grants

**Purpose:** These grants are designed to fund the development of additional dropout prevention programs for grades 7-12.

**Eligibility:** All school districts developing dropout prevention programs are eligible to apply, but preference will be given to districts with high concentrations of low income children (children in families receiving AFDC) and which have documented high dropout rates for the previous three years.

**Allocation of Funds:** The Department of Education will award one year grants to school districts on a competitive basis.

**How to Apply:** School committees interested in the program must first appoint a dropout prevention advisory council comprised of administrators, teachers, parents, students, and representatives of business, labor, higher education, and other community agencies. This council should then assist the school committee in developing a grant proposal. This proposal should be approved by the school committee and submitted to the Department of Education.

**Funding:** The Dropout Prevention portion of the Essential Skills Grant Program is expected to be funded at \$2.9 million for FY'88. Applications for grants are due in the Spring.

For further informaton contact George Perry at 770-7588.

### Basic Skills Remediation Grants

**Purpose:** These grants will fund the development of additional basic skills remediation programs in grades one through nine.

**Eligibility:** School districts with high concentrations of low income students and high concentrations of students deficient in basic skills as demonstrated by the statewide basic skills testing program will be eligible for grants.

**Allocation of Funds:** The State Board of Education will award one year grants to school districts on a competitive basis.



**How to Apply:** School Committees should enlist the assistance of school personnel and parents in developing a proposal. Assistance is available from Department of Education staff in preparing the grant application. The application must be approved by the School Committee and be submitted to the Department of Education.

**Funding:** The Basic Skills portion of the Essential Skills grant is expected to be funded at \$8.7 million for FY'88.

For further information contact Barbara Krysiak at 770-7615.

## Educational Technology Discretionary Grants Program

**Purpose:** These grants are intended to support the integration of educational technology into school curricula, as a tool for learning, and to encourage projects that may serve as models for adoption by other Massachusetts school districts.

**Eligibility:** Each school district in the state is eligible for this program regardless of the degree to which educational technology activities have already been implemented.

**Allocation of Funds:** One year grants will be awarded by the State Board of Education to school committees on a competitive basis. Two types of grants will be available under this program:

- 1) Mini-Grants for the development, adoption, and evaluation of projects. The awarding of a Mini-Grant for planning does not guarantee that a recipient's subsequent project grant proposal will be funded.
- 2) Project Grants will be available for projects that demonstrate the creative application of technology to elementary and/or secondary instruction. These projects may serve as prototypes for projects that could be adopted and/or disseminated statewide.

**How To Apply:** The applicant school or school district should develop a proposal and, after its approval by the local school committee, submit the proposal to the Department of Education.

**Funding:** The state legislature is expected to appropriate \$500,000 for the Educational Technology Trust Fund in FY '88. Proposals for the next round of Educational Technology grants are due April 15, 1987.

For further information contact Connie Louie or Susan Foote at 641-3710 or the Technology in Instruction Committee member at the appropriate Department of Education Regional Center.

## Instructional Materials Grant Program

**Purpose:** These grants provide financial assistance to school districts for the purchase of textbooks, audiovisual materials, library books and materials, laboratory kits, and other instructional materials.

**Eligibility:** Grants will be awarded to school districts on the basis of need as indicated by review of district inventories. Priority will be given to districts receiving Equal Educational Opportunity Grants.

**Allocation of Funds:** The Department of Education awards one year grants to school districts on a competitive basis. The funds must be used to supplement available funds for the purchase of materials used in grades PK-12. The grants may not be used for equipment such as computer hardware, or for consumable supplies such as chalk, paper, and pencils.

**How to Apply:** School committees should enlist the assistance of school personnel and School Improvement Councils in developing grant proposals. Assistance in preparing proposals is available from Department of Education Regional Staff. The application must be approved by the school committee and submitted to the Department of Education.

**Funding:** The state legislature is expected to appropriate \$1.0 million in FY'88 for this program. Of this sum, \$150,000 will be reserved for the purchase and installation of vocational education equipment.

For further information contact Barbara Krysiak at 770-7615.



## Lucretia Crocker Program

**Purpose:** The program is intended to support the statewide adoption of exemplary educational programs from schools around the state. A program is considered exemplary if it advances academic and creative achievement, creates a better school climate, expands services to students, or provides an alternative learning environment. The orientation of these individual programs may vary widely: The goal of one project chosen this year is to promote the design and use of school yards as outdoor classrooms. Another project is designed to encourage students of different races and cultures to work cooperatively together in class.

A teacher or team of teachers involved in the creation of each exemplary program chosen by the Board will be granted a Lucretia Crocker Fellowship, which will enable him or her to present the program to educators across the state and work cooperatively with those schools interested in adopting the program. The Fellows will also participate in numerous professional development and training activities, both inside and outside the Department.

**Eligibility:** A school committee may nominate to the Board of Education any program which fits the above description of an exemplary program. The teacher chosen to accompany the program as a Lucretia Crocker Fellow must have been directly involved in the program's creation, and must have the personal qualities necessary to work closely with other educators and to encourage them to adopt the program.

**Allocation of Funds:** The Board of Education will grant funds to school districts on a competitive basis for the following purposes:

- 1) Fellowships will be provided to release the Lucretia Crocker Fellowship from regular classroom duties so that they may work on presenting their programs to schools across the state. These fellowships will be granted to teachers instead of their normal salary and benefits, and the awards will not exceed that salary and benefits.

**How to Apply:** Principals, teachers, parents, and students should bring exemplary programs and potential Lucretia Crocker Fellows to the attention of their local school committee for nomination to the program. School committee nominations should be forwarded with appropriate applications to the Regional Department of Education Center. Local school committees may also apply to the Department of Education to be a receiving school district for the purpose of adopting a particular Lucretia Crocker Program.

**Funding:** The state legislature is expected to provide \$504,000 for the Lucretia Crocker program in FY'88.

For further information contact Doreen Wilkinson at 770-7556.



## Commonwealth Scholars Program

**Purpose:** This program will provide scholarship grants to outstanding Massachusetts high school seniors who plan to attend a college or university within the Commonwealth.

**Eligibility:** Candidates must be residents of Massachusetts for at least one year prior to the date on which they will enter college. They must have earned a cumulative high school grade point average of at least 3.5 and must have demonstrated excellence in at least one extra-curricular activity. They must be recommended by two teachers and by a representative review committee appointed for this purpose by the principal. The principal will give the candidates final local approval and will rank the finalists. Each high school may make nominations in proportion to the size of the senior class as follows:

Enrollment in Senior Class	Number of Nominations
1-299	4
300-399	5
400-499	6

and so on...

The Board of Education reviews the local nominations and recommends candidates to the Board of Higher Education. The Board of Higher Education makes the final selection of Commonwealth Scholars.

**Allocation of Funds:** Grants will be sent to the Massachusetts college or university in which a Commonwealth Scholar enrolls, and will be used to offset the cost of that student's education. Each Scholar will receive the same award, and the maximum award will be \$1,000.

**How to Apply:** Students who fit the eligibility requirements should be brought to the attention of the principal's office. Each candidate must complete an application package and submit it to the principal. Schools should forward the applications of the selected students to the Department of Education along with a Commonwealth Scholars Recommendation Form.

**Funding:** One million dollars is expected to be available for awards to Commonwealth Scholars in FY'88.

For further information contact George Perry at 770-7588.

## **Gifted and Talented Discretionary Grant Program**

**Purpose:** Grants will be awarded to encourage local school districts to plan, develop or expand programs which identify and meet the special needs of gifted and talented children from all linguistic and cultural backgrounds.

**Eligibility:** Grants will be awarded to local and regional school districts or collaboratives. Preference will be given to proposals demonstrating collaboration with community organizations, colleges and universities, and local businesses. School districts will be asked to share successful programs with other districts in the Commonwealth for which the Department of Education will provide support in the form of workshops, conferences and seminars.

**Allocation of Funds:** Funds will be awarded on a competitive basis as grants for the purpose of planning, implementing, or expanding programs for gifted and talented students. At least half of the funds must be awarded to school districts eligible for Equal Educational Opportunity grants.

**How to Apply:** School committees should develop proposals reflecting both the needs and resources of their communities. This process should involve representatives of all groups in the school community. Proposals should be submitted to the Department of Education's regional centers.

**Funding:** The state legislature is expected to appropriate \$900,000 in FY'88 for the Gifted and Talented Grant Program.

For further information contact Roselyn Frank at 770-7237.

## Teaching Learning Corps

This program will pay college students to serve as instructional aides in schools which enroll a significant proportion of low-income students or students deficient in basic skills. The aides will assist teachers during regular school programs and extended school programs. Funds will be used to match work-study funds for eligible college students, and to hire other college students where work study students are not available. The program is due to begin during the 1987-88 school year.

For further information contact Charles Souris at 727-9420.





## Section II

### Programs Providing Support for the Education of Specific Populations of Students

#### II, A: PROGRAMS FOR THE EDUCATION OF DISADVANTAGED CHILDREN

(See also the following sections: I, A: EEO;  
I, D: School Improvement; II, B: Bilingual  
Education; II, C: Occupational Education;  
II, D: Special Education; and II, E: Early  
Childhood Education)



## Chapter 1 Basic Grant Program

**Purpose:** Chapter 1 Basic Grants provide assistance to school districts to meet the needs of educationally deprived children. The funds support compensatory education programs designed to improve the basic skills of such children.

**Eligibility:** School districts serving children whose families receive AFDC are eligible to receive Chapter 1 funds. Those school attendance areas with a greater percentage of children from low-income families than the district-wide average may receive funding, although in certain situations all schools may receive funds.

**Allocation of Funds:** The Department of Education receives entitlement grants from the federal government for each county in the state. The Department then distributes funds to each school district based on that proportion of the county's low-income children who reside in each school district.

**How to Apply:** School districts will be notified by the Department of the size of the grant for which they are eligible. Districts must then fill out applications describing the projects within the district for which these funds would be used.

**Funding:** In FY'87 Massachusetts received \$67.8 million for Basic Grants under Chapter 1. Districts will be notified of their FY'88 entitlements in late April 1987 and applications are due by mid-June. A total of \$79 million is projected for FY '88.

For further information contact Joaquim Baptista at 770-7550.

## Tuition Grants For State Wards

**Purpose:** Children in family foster homes or group homes may impose a substantial burden on the school districts to whom the responsibility of educating them is assigned. The program is intended to assist such districts by covering the costs of educating such children.

**Eligibility:** Only family foster or group care children are eligible. They must be in the custody of the Department of Social Services and their natural parents must live outside the school district where they are educated.

**Allocation of Funds:** Each district will receive reimbursement equal to its average per pupil expenditure multiplied by the number of eligible children it serves.

**How to Apply:** Districts must submit the names, birthdates, and full-time equivalency memberships of the eligible children. The Department of Social Services will approve the claims and the Department of Education will calculate the state reimbursement.

**Funding:** A total of \$7 million is expected to be available for this program in FY'88.

For further information contact Thomas Collins at 770-7203.



II, B: BILINGUAL EDUCATION PROGRAMS

(See Also Section I, A: EEO)



## **Transition Program For Refugee Children and Emergency Immigrant Education Assistance**

**Purpose:** These programs are intended to provide school districts with money to meet the special needs of children who have recently immigrated. The funds may be used for a variety of programs providing that they are demonstrated to meet the needs of a district's immigrant/refugee population.

**Eligibility:** Every district enrolling refugee children is eligible for the transitional refugee program. Emergency immigrant assistance, however, is available only to districts with especially large immigrant populations, constituting at least 5% of the total district enrollment or 300 students, whichever is less. Children arriving in the country within 3 years may be considered immigrants for the purpose of funding.

**Allocation of Funds:** Each year the federal government will set dollar figures for the amount of assistance available for every individual nationwide who qualified for these programs. The funds will be allocated to the Department of Education, which will distribute them to districts on the basis of the federal dollar figure multiplied by the number of eligible immigrants/refugees in each district.

**How to Apply:** In order to receive the funds for which they are eligible, a district must submit a proposal to the Department of Education describing the needs of its local immigrant/refugee population, and demonstrating how its proposed program will address those needs. Technical assistance in developing the proposals is available from Department staff.

**Funding:** In FY'87 the two programs were funded for a total of \$1.9 million. \$2.4 million is projected for FY'88.

For further information contact Ernest Mazzone at 770-7545.

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## **Massachusetts Migrant Education Program**

**Purpose:** This program is part of a national program designed to help migrant children function more successfully in the regular school setting by providing basic skills instruction in reading and math. In addition, the program provides a variety of health, nutritional, and other support services which address the unique needs of migrant children. All services are developed in cooperation with local, state and federal educational agencies in each community to assure that existing instructional programs are appropriately supplemented and that all migrant children are afforded equal educational opportunities.

**Eligibility:** Children will be considered eligible if they have moved with their families across school district boundaries within the past six years in order that a parent, guardian, or other immediate member of the family may obtain temporary or seasonal employment in agriculture, fishing, or related crop and food processing activities. The children are eligible to participate in migrant education activities for up to five years after they have ceased to migrate.

**Allocation of Funds:** The program is administered to local communities through regional centers. The program funds a number of different projects: Instructional projects including after school and Saturday instruction, and a summer session; support projects including nutritional and health services, early childhood intervention, and support for instructional innovations, and special projects such as parental support and home school coordination and the Migrant Student Record Transfer System, a nationwide telecommunications system which stores the educational and health records of each migrant child.

**How To Apply:** The outreach staff of the migrant education program are charged with the responsibility of identifying and recruiting all eligible migrant children. They regularly canvass local communities and conduct home interviews in order to verify and enroll those migrant families eligible for program services.

**Funding:** Children may enroll in the program at any time. Projected FY '88 federal funds are \$5 million.

For further information contact Daniel McAllister at 851-5934.



## Chapter 71A Transitional Bilingual Education Program

**Purpose:** This program assists and reimburses school districts for the provision of transitional bilingual education programs as required by state and federal law. The funds may be used for a variety of purposes associated with transitional bilingual education including instruction in student's native language, English as a second language instruction, the development and purchase of materials, and counseling services.

**Eligibility:** By law any districts enrolling 20 or more limited English proficient students requiring instruction in the same native language must provide a transitional bilingual education program in that language. Districts providing such mandated programs are eligible for reimbursement. Districts are encouraged to provide transitional programs for groups of fewer than 20, and may receive assistance in developing such programs from the Department under the National Origin Desegregation Project.

**Allocation of Funds:** Each year a reimbursement percentage will be set by the state based on the amount of money available under Chapter 71A, divided by the amount of money spent on transitional bilingual education programs statewide. Each district will be reimbursed for this portion of its local transitional bilingual expenditure.

**How to Apply:** A school district starting a Transitional bilingual education program must submit a plan for the program to the Department of Education. Once the plan has been approved the district will receive reimbursement under Chapter 71A. The Department requires districts to develop and submit a bilingual education program for a specific population which meets the state mandate.

For further information contact Ernest Mazzone at 770-7545.

## Title VII Technical Assistance Program

The Department of Education also provides technical assistance to districts applying for ESEA Title VII funding. Title VII grants support the development of supplementary bilingual education programs. Districts must confer with the Department before submitting proposals to Washington.

\$2.8 million is projected for FY'88.

For further information contact Eduardo Carballo at 770-7545.

II, C: OCCUPATIONAL EDUCATION PROGRAMS





## Programs Funded Under the Carl D. Perkins Vocational Education Act

**Purpose:** This act funds 12 different grant programs designed to supplement the vocational education services provided by school districts, community colleges, and other community based organizations. These programs are designed to expand access to vocational education, to provide occupational training and retraining for adults, and to support program, curriculum and professional development.

**Eligibility:** Funding for these projects is available to school districts, community colleges, and other community based organizations, unless specifically noted below.

**Allocation of Funds:** Of the 12 programs under this act, 6 receive funds through formula grants and 6 are funded through grants awarded on a competitive basis. The programs are described below:

- 1) Handicapped training and support - Distributed by formula, these funds may provide 50% of the excess costs of supplemental instructional staff, materials, and services not provided to other individuals but needed by the handicapped in order to participate in secondary occupational education programs.
- 2) Disadvantage Training/Support - Similar to the Handicapped Training program, this program awards formula grants to cover up to 50% of the supplemental costs of providing vocational education programs to disadvantaged youth.
- 3) Adult Training and Retraining Projects - This is a formula grant program which funds projects providing occupational skills training, related coursework or academic support for adults who need training or retraining for employment. Not more than 50% of these grants may be spent on equipment. Recipients of these grants must match them with an equal share of local or state funds.
- 4) Single Parent or Homemaker - This a a formula grant program funding projects which provide occupational skills training and related academic support for single parents and homemakers. At least 50% of the participants must be displaced homemakers. Bay state centers for displaced homemakers must be involved in recruitment and referrals and should be consulted concerning possible assessment and counseling services. Not more than 50% of the grant may be spent on equipment, a local match is not required. Community colleges are eligible for these grants.

- 5) Elimination of Sex Bias - Under this program funds will be awarded on a competitive basis for vocational education projects designed to eliminate sex bias and to enable girls and women aged 14-25 to support themselves and their families.
- 6) Corrections - This is a competitive grant program funding projects which provide occupational skills training for inmates in corrections facilities. Equipment purchases may not exceed 50% of the grant; a local match is not required.
- 7) Program Expansion and Improvement - The bulk of these funds will be distributed by formula; any additional funds will be awarded on a competitive basis. These funds may be used to improve the quality of vocational education, to expand activities to meet student needs, to introduce new programs in economically depressed urban and rural areas of the state, and to obtain equipment to improve or expand training programs of high demand occupations.
- 8) Community-Based Organizations - These funds will be awarded on a competitive basis to community programs, provide supplemental support for school children enrolled in vocational education programs, to ensure that these students will successfully complete these programs. Programs are implemented in cooperation with local school districts. Award recipients must match federal funds with an equal share of state or local funds.
- 9) Curriculum Development - This is a competitive grant program providing for curriculum development projects, technical assistance, staff development, and a resource center for the collection of vocational curricula and instructional materials. Award recipients must match federal funds with an equal share of state or local funds.
- 10) Professional development - These grants, awarded on a competitive basis, will fund projects which provide professional and technical training to vocational education personnel and will assess the competence of instructors in their own fields. Award recipients must match federal funds with an equal share of state and local funds.
- 11) Research - These competitive grants may be used to fund research in the areas of instructional methods, emerging technology, and program design which will lead to the improvement of vocational education in the Commonwealth. Award recipients must match federal funds.

- 12) Exemplary and Innovative - This is a competitive grant program designed to support the development of innovative and model vocational programs which focus on short term skills training for target populations and the organizations of coordinated projects addressing the needs of out-of-school youths and potential dropouts. Awards recipients must match federal funds.

**How to Apply:** Applicants must submit a Local Vocational Education Plan developed in consultation with their local Private Industry Council. Eligible recipients will be informed of their allocations under the formula grant programs and will receive Requests for Proposals for the competitive grant programs.

**Funding:** Projected funding for FY'88 is \$18 million.

For further information contact Elaine Cadigan at 770-7354.



## School to Work Transition Program

**Purpose:** This program will fund projects that provide employment skills, career counselling, and job placement services for high school seniors who, due to economic or academic disadvantages, may be difficult to employ. Such projects should identify their target population, educate these students in positive work habits, help direct students toward possible career interests, and work actively in the local community to open jobs for these students. They should also provide follow-up services for a minimum of six months after placement.

**Eligibility:** Projects organized by local school districts, community organizations, and non-profit public service agencies are all eligible to receive funds under this program. Such projects must include an advisory committee with representatives from secondary schools, business, labor, government, and existing employment programs. Active participation among these groups must be demonstrated and each proposal must include a letter of commitment from the local superintendent of schools.

**Allocation of Funds:** Funds will be granted to applicants on a competitive basis. Preference will be given to proposals which demonstrate the probability of sustaining a high job placement rate for students, which will be fully operational within 30 days of receiving the award, and which project a low cost per successful job placement. Preference will be given to proposals committing a match in cash rather than in kind.

**How to Apply:** Requests for Proposals and applications will be sent out to prospective applicants in mid-April. Applicants should submit their project proposals to the Department of Education.

**Funding:** \$1,750,000 is expected to be available for school to work programs in FY'88. Applications are due by the middle of each May. Program begins July 1.

For further information contact Frank Llamas at 770-7370.



## Apprenticeship Training Program

**Purpose:** This program provides grants to cover the costs of offering required classroom instruction to apprentices enrolled in the state apprenticeship program administered by the Department of Labor and Industries. Grants may be used to provide salaries for instructors of evening classes, and additional funds may be available for instructional materials.

**Eligibility:** Vocational-technical schools and school districts offering at least five vocational programs are eligible to receive funding for evening apprentice instruction programs. Such programs must be open to both union affiliated and non-union affiliated apprentices.

**Allocation of Funds:** Funds will be provided if the enrollment in a program is large enough to justify the costs of an instructor.

**How to Apply:** The Department of Labor and Industries maintains up-to-date information on all apprenticeship programs. Employers seeking to enroll apprentices in the program, or students searching for apprenticeship opportunities should contact the Department of Labor and Industries, Division of Apprenticeship Training. Vocational-technical schools and school districts capable of supporting instructional programs will receive Requests for Proposals from the Department of Education.

**Funding:** \$400,000 is anticipated to be appropriated for this program in FY'88. Applications are due May 1.

For further information contact Jeffrey Wheeler at 770-7386.



II, D: SPECIAL EDUCATION PROGRAMS

(See also Section I, C: Professional Development and  
II, E: Early Childhood Education)





**Federal Assistance to the States for Education of the  
Handicapped in Schools (P.L. 94-142)**

**Purpose:** This program provides assistance through the Department of Education to schools which are required by federal and state law to provide free, appropriate education to all handicapped children.

**Eligibility:** Every school district enrolling handicapped children aged 3 through 21 is eligible to receive federal assistance.

**Allocation of Funds:** The Department of Education receives a grant from the federal government based on the number of eligible children in the state. A per child allotment is determined each year. For the 1987-88 school year the per child allotment will be \$265 for every special needs child counted in the previous December. Districts whose allotment falls below \$7,500 must consolidate their programs with other districts in order to be funded.

**How to Apply:** Districts are informed in August of each year of the amount of funds which they are entitled to receive under the program. Each school district must submit a Local Education Agency Application and Annual Program Plan every year in order to be eligible to receive their entitlement grants.

**Funding:** The state allocation for this program was \$31 million in FY'86. FY '87: \$32,385,000; FY '88 projected: \$34 million.

For further information contact Daniel McGonagle at 770-7464.

**Federal Assistance to the States for Education of the  
Handicapped in State Supported Programs (P.L. 89-313)**

**Purpose:** This program provides supplementary funds for the education of handicapped children enrolled in state operated or supported programs of the Departments of Education, Social Services, Public Health, and Mental Health. The funds may also, under certain circumstances, be used to provide special education services to children who have transferred from such programs to a local school district.

**Eligibility:** Handicapped children aged 21 or younger are eligible for the program if they are currently enrolled in a state operated or supported program or were enrolled in such a program for at least a year and are now enrolled in a local public school system. All children must receive an approved special education program that meets state standards.

**Allocation of Funds:** The Department of Education administers the funds to eligible state agencies and to eligible local school districts. The state agencies may contract with or subgrant to private programs that meet state standards. Based on the amount of federal funds received for the program, the Department establishes a per pupil entitlement each year, and distributes funds accordingly.

**How to Apply:** State agencies and state approved (under Chapter 766) private schools will receive requests for proposals. Developed proposals and applications should be submitted to the appropriate Regional Center of the Department of Education. Local public schools should apply for funds in conjunction with their local Education Agency Application and Annual Program Plan for Special Education.

**Funding:** Massachusetts expects to receive \$9.5 million in FY'88.

For further information contact the appropriate Regional Center of the Department of Education.

## Special Education Technical Assistance Mini-Grants

**Purpose:** These grants are intended to support program development and program improvement in special education. Funds may be used to support staff and curriculum development, but may not be used to provide direct services to special education students. In addition, technical assistance specialists in each Regional Education Center will provide assistance with program design and proposal development.

**Eligibility:** School districts interested in upgrading their special education programs are the only eligible applicants for the grants. Applicants are strongly encouraged to work cooperatively among themselves and with other agencies.

**Allocation of Funds:** The grants will be awarded on a competitive basis. Awards will be made in the following areas: Bilingual Special Education, Program Evaluation, Program Development based upon Evaluation, and Statewide Adoption of Promising Practices.

**How to Apply:** Each year school districts will receive a request for proposals from the Department of Education. Applications are available from the Technical Assistance Specialists in each region. Applicants should consult with the specialists in order to submit a fully developed proposal. Proposals will be reviewed in both the regional centers and the central office of the Department, and modifications may be requested at any point during the process.

**Funding:** The Department expects to receive \$300,000 for technical assistance in FY 88. Application deadlines will be determined in the Spring. The number of funding cycles will be determined by the allocation amount.

For further information contact Peter DePaolo at 770-7488.



## Reimbursement for Residential School Tuition

**Purpose:** This program relieves school districts of the "non-educational costs" associated with placing children with special needs in Chapter 766 approved private residential programs (Prototype 502.6).

**Eligibility:** School districts which have received approval to place pupils in residential programs are eligible to shift the responsibility for the "non-educational costs" of a residential program to the Department of Education.

**Allocation of Funding:** The Department of Education will pay 60% of the state approved rate for each residential placement, except where the program has a state approved day rate as well. In such cases the state will pay the difference between the residential and day rates, up to a maximum of 60% of the residential rate. Chapter 766 approved Private schools should bill the Department and the school district separately and directly. —

**How to Apply:** School districts must apply to the Department of Education Regional Centers for approval of all residential placements, and must demonstrate that these placements meet Chapter 766 regulations. Payment will be made by the Department of Education for placements which have received the prior written approval of the Department pursuant to Chapter 766, Paragraph 504.2(b).

**Funding:** This program expects to be funded at \$7.8 million in FY'88.

For further information contact Robert Johnson at 770-7443.



## Special Education Incentive Grant Programs

**Purpose:** The Department of Education through its Bureau of Institutional Schools administers two incentive grant programs to assist school districts which assume responsibility for educating children with special needs so that these children may be placed in the least restrictive educational setting possible. The Institutional Schools Incentive Grants provide for the costs of educating children who have been transferred from large state institutions under the jurisdiction of the Departments of Mental Health and Public Health to small community based residences. These grants will be awarded to the districts which enroll children as the result of such transfers.

Similarly, Chapter 750 Incentive Grants provide for the education of children who have been transferred from state approved private schools, the tuitions of which were paid by the Department of Education under Chapter 750 of the Acts of 1960, to less restrictive public schools or collaborative programs.

**Eligibility:** School districts may apply for incentive grants if they plan to enroll such children in the coming year. Transferred children are eligible to receive free educational services until they receive a high school diploma or reach their 22nd birthday.

**Allocation of Funds:** These grants will pay for the full costs of providing the services described in each child's Individual Education Plan. The grants will not pay transportation costs. In the case of the Chapter 750 grants, the grant for an individual child may not exceed the costs incurred when that child attended a private school program.

**How to Apply:** School districts which have enrolled eligible children should contact the Department of Education Bureau of Institutional Schools. These districts must submit Individual Education Plans describing the services that they will provide for each child.

**Funding:** A total of \$2.1 million is expected to be appropriated for these two programs in FY'88.

For further information contact Michael Szklarz at 770-7472.

## Chapter 750 Tuition Reimbursement Program

**Purpose:** Those children attending Chapter 766 approved private day or residential special education programs at the expense of the state under Chapter 750 prior to September 1, 1974 were grandfathered, and the funding of their education remained a state responsibility. This program pays the tuition costs of such grandfathered children whose placements in Chapter 766 approved private day or residential school programs have been approved by the Department of Education.

**Eligibility:** Children grandfathered under Chapter 750 are eligible for funding until they return to the public schools, receive a high school diploma or reach their 22nd birthday. Only placements in Chapter 766 approved schools, with Education Programs consistent with Chapter 766 regulations, will be eligible for funding.

**Allocation of Funds:** Once the private school placements are approved, the schools may bill the Department of Education directly.

**How to Apply:** As this program covers a specific population of "grandfathered" children, no further applications are being accepted.

**Funding:** This program and the Tuition for Children Without Guardians program together expect to be funded at \$11.2 million in FY'88.

The state will pay these costs only for children whose school districts have received approval to place them in private day or residential programs.

For further information contact Robert Johnson at 770-7443.

## **Tuition Grants For Children Without Guardians**

**Purpose:** Children with special needs who have no parent or guardian living within the Commonwealth may impose a substantial burden on the school districts to whom the responsibility of educating them is assigned pursuant to Chapter 766, paragraph 202.1(e). This program is intended to assist such districts by covering the costs of placing these children in Chapter 766 approved private day and residential programs when such placements have been approved by the Department of Education.

**Eligibility:** Only special needs children who have no living guardians residing within the Commonwealth and have been assigned by the Department to a Local Education Agency under Chapter 766, Paragraph 202.1(e) are eligible. They may be placed only in Chapter 766 approved private schools which offer Special Education Programs consistent with Chapter 766 regulations.

**Allocation of Funds:** Once the placement of an "assigned" student has been approved, the private school may bill the Department of Education directly.

**How to Apply:** Once a child has been assigned to a specific school district, and the need for placement in a Chapter 766 approved private day or residential program is documented, the district may apply to the appropriate Department of Education Regional Center for funding.

**Funding:** See note under the Chapter 750 Tuition Grant Program.

For further information contact Robert Johnson at 770-7443.



## **Special Education Recreation Program**

**Purpose:** This program provides reimbursement for cities and towns which develop recreation programs for school age children with special needs. These programs must be approved by the Department of Education.

**Eligibility:** Any city or town developing a special recreation program and receiving approval for that program will be eligible for reimbursement.

**Allocation of Funding:** Cities and towns will be reimbursed for one half of the approved costs, including transportation, of special education programs.

**How to Apply:** Cities and towns should submit plans and budgets of recreation programs to the appropriate Department of Education Regional Center for approval. Once the programs are approved, reimbursement will take place under the annual Cherry Sheet process.

**Funding:** This program projects funding of \$500,000 for FY'88.

For further information contact the appropriate regional center of the Department of Education.



II, E: EARLY CHILDHOOD EDUCATION PROGRAMS



## Early Childhood Grant Program

**Purpose:** These grants are designed to encourage the development of high quality early childhood education programs of four types:

- 1) Programs for three and four year olds
- 2) Enhanced Kindergarten classes
- 3) Transitional classes
- 4) Programs combining early childhood education and day care

**Eligibility:** School committees may apply for a grant. The Department of Education will give priority to proposals which include linkages with other human service agencies and which seek to combine a number of funding sources. Three quarters of the grant money is reserved for programs in low income sites as defined by the Board of Education.

**Allocation of Funds:** Grants will be awarded by the Board of Education on a competitive basis.

**How to Apply:** School committees applying for funds must appoint an early childhood advisory council composed of a principal, a teacher, a parent, a member of the local resource and referral agency, and others in the community with experience in early childhood education. Department of Education staff are available to assist the local council in preparing the grant proposal.

**Funding:** \$10.2 million is projected for early childhood grants in FY'88. The due date for FY'88 applications is May 8, 1987.

For further information contact the appropriate regional center.

## Head Start Grant Program

**Purpose:** There are 30 federally funded Head Start Programs in Massachusetts serving over 8,000 three and four year olds and their families. The 1986-87 school year is the first year that state grants were available to supplement these programs. The intent of the grants is to raise the salaries of all Head Start staff to state established minimums and beyond if possible.

**Eligibility:** Every Head Start program in the state is eligible to receive these funds.

**Allocation of Funds:** For FY'88 funds are expected to be distributed to Head Start Programs on a per pupil basis, calculated by dividing the allocated funds by the total number of children enrolled in each program.

**How to Apply:** Each Head Start program director will receive application materials and will be informed of the grant amount the program is eligible to receive.

**Funding:** The state legislature is expected to appropriate \$2.8 million for these grants in FY'88.

For further information contact Carole Thomson at 770-7536.



## Early Childhood Special Education Project

Preschool Incentive Grants have been used since 1975 to assist local school systems and other early childhood service providers in the development and expansion of a broad range of appropriate programs and other resources and services for young children with special needs.

A central office of three and an early childhood specialist in each of the six regional education centers are available to provide technical assistance, training, and a variety of resources to all early childhood special education providers.

For further information contact Elisabeth Schaefer at 770-7476.



II, F: ADULT EDUCATION PROGRAMS

(See also Section II, C: Occupational Education)





## **Adult Basic Education Program**

**Purpose:** This program's ultimate goal is the elimination of functional illiteracy within the Commonwealth of Massachusetts. To this end the program offers a range of educational services to adults, including basic skills and literacy, English as a second language, job application skills, life coping skills (learning to write a check, use public transportation, etc.) and high school completion or G.E.D. preparation.

**Eligibility:** Every adult (at least 16 years old) in the Commonwealth who has not completed high school is eligible to enroll in programs offered by adult learning centers across the state. These programs are targeted toward those whose skills are most deficient, particularly those who have a skill level of 4th grade or less. Agencies eligible to receive funding for the operation of a program include school districts and collaboratives, community organizations, institutions of higher learning and correctional facilities.

**Allocation of Funds:** The Program receives both federal and state funding. The funds are distributed in awards to adult learning centers and special projects across the state. The awards must be matched by local funds. Grants will be awarded for 1 year on a competitive basis, with an average award of \$50,000.

**How to Apply:** Applicants should contact the appropriate Regional Education Center in December in order to receive a Request for Proposals Form. Applications are due in March.

**Funding:** Projected FY'88 State and Federal appropriation for Adult Education is \$6.2 million. This amount of funding provides services for only about 3% of the undereducated adults in the Commonwealth.

For further information contact Gale Ewer at 770-7306.



## CONCLUSION

School personnel who are interested in whether their district is receiving funds under a specific program, and in how that money is being used within the district, should contact their local superintendent's office. Staff who are interested in a grant program for which their district has not previously applied should work through the superintendent's office, as in almost every case, the school committee must approve such applications.

The application review process varies from program to program, but most applications, once they arrive at the Department of Education, follow a fairly standard route. Proposals are reviewed by staff in the Department's Regional Education Centers. Proposals and applications which are completely developed and correctly filled out are forwarded to the Department's Central Office in Quincy. Here proposals are selected according to criteria and funding priorities established by the Board of Education. Those proposals which are selected are brought before the Board of Education at its monthly meeting for final approval.

### Additional Programs and Services Offered by the Department

This directory lists those grant programs which have a direct impact on the quality of education which is offered to the school children of the Commonwealth. Nevertheless the programs described herein represent only a fraction of the Department's business. The additional programs described below have a tremendous impact in schools around the state.

### Chapter 70 State Aid to Education

This program provides over one billion dollars to school districts across the state in an effort to equalize the burden of providing a quality education for every community in the state. Districts will receive these grants in four payments to cover current year expenditures. For further information contact the Department of Education, Bureau of Data Collection and Processing at 770-7203.

### Assistance to Regional School Districts

These programs provide funds for additional assistance to cities and towns which are members of regional school districts. Such aid is intended to equalize the tax burden for such cities and towns, and to provide incentives for the organization of regional districts. For further information contact the School District Reorganization and Collaboration Bureau at 770-7598.



## **School Construction Assistance**

Under Chapter 645 of the Acts of 1948 the State reimburses cities and towns for between 50% and 65% (for regional school districts 60% to 75%) of the approved costs of school construction and renovation projects. These cities and towns are reimbursed annually for their school construction bond payments. Reimbursement under this program will total approximately \$120 million this year. For further information contact the School Building Assistance Bureau at 770-7238.

## **Transportation Assistance**

The state supports a substantial portion of the cost of transporting public school pupils and will spend over \$80 million this year for this purpose. Their assistance is in the form of reimbursement included in the annual cherry sheet payments. For further information contact Leo Turo at 770-7538.

## **Food Service Programs**

There are several state and federal programs administered by the Department which assist schools and child care programs in providing breakfast and lunch for school children. Over \$75 million will be expended on these programs in the coming year. For further information contact the Nutrition Education and School Food Services Bureau at 770-7249.

## **Institutional School Programs**

There are two federal programs and one state program which provide for the education of school aged inmates of Adult Correctional Institutions and institution of delinquent children. This year over \$10 million is budgeted for these programs. For further information contact David Ziemba at 770-7551 (Federal programs) or the Bureau of Institutional Schools at 770-7472.

## **Massachusetts Testing Program**

This program, mandated by Chapter 188, consists of two different testing programs: The Massachusetts Educational Assessment Program and the Massachusetts Basic Skills Testing Program. The Educational Assessment Program will conduct tests in major curriculum areas including reading, writing, mathematics, science and social studies. The purpose of these tests is to provide information to encourage and assist school district program improvement. The Basic Skills Program will conduct tests in reading, writing and mathematics. The purpose of these tests is to provide information which will lead to the improvement of the basic skills competencies of all students. All tests will be developed and distributed by the Department of Education. School districts will be reimbursed for the reasonable cost of administering these tests. For further information on the Massachusetts Testing Program contact Allan Hartman at 770-7204.



Regional Centers  
of the  
Massachusetts Department of Education

Joan Schuman, Director  
Central Massachusetts Regional Education Center  
Beaman St., Route 140  
West Boylston, MA 01583  
From Boston call 727-1346  
Outside Boston call (617) 835-6267

Marlene Godfrey, Director  
Greater Boston Regional Education Center  
63 Acton Street  
Arlington, MA 02174  
(617) 727-1470

Ann Schumer, Director  
\*\* Greater Springfield Regional Education Center  
88 Massasoit Avenue  
W. Springfield, MA 01089-1199  
From Boston call 727-7166  
Outside Boston call (413) 739-7271

Katherine Best, Director  
Northeast Regional Education Center  
219 North Street  
North Reading, MA 01864  
From Boston call 727-0600  
Outside Boston call (617) 664-5723

Ronald Areglado, Director  
Northwest Regional Education Center  
Mark Hopkins Hall  
Church Street  
North Adams, MA 01247  
From Boston call 727-8452  
Outside Boston call (413) 664-4511

E. Curtis Hall, Director  
Southeast Regional Education Center  
P.O. Box 29  
Middleboro, MA 02346  
From Boston call 727-1440  
Outside Boston call (617) 947-1231

\*\* The Greater Springfield Center will move in June 1987.  
Please call the Department for the new address.



Department of Education Divisions, Associate Commissioners and  
Phone Numbers

Administration and Personnel	770-7326
Associate Commissioner - Richard Wong	
Curriculum and Instruction	770-7540
Associate Commissioner - James H. Case	
Occupational Education	770-7350
Associate Commissioner - David Cronin	
School Facilities and Related Services	770-7222
Associate Commissioner - David Jones	
Special Education	770-7468
Associate Commissioner - Roger Brown	







